



## Voices College-Bound Language Academies

### Minutes

#### Finance Committee Meeting

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##### **Date and Time**

Monday December 10, 2018 at 10:00 AM

##### **Location**

14271 Story Road San Jose, CA 95127, 252 Devonshire Blvd San Carlos, CA 94070, 9320 Tech Center Drive Sacramento, CA 95826

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##### **Alternative Teleconference Locations:**

Available at Locations

##### **Instructions For Presentations To The Board By Parents and Citizens**

1. Agendas are available to all audience members at the meeting.
2. "Request to Speak" cards are available to all audience members who wish to speak on any agenda items or under the general category of "Opening Items: Public Comment."  
Public Comment is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws (provisions of the Brown Act (Government Code Section 54954.2(a) and .3) which preclude any action being taken on any item not appearing on the posted agenda), the Board can only listen to your issue, not respond or take action. These presentations are limited to no more than 15 minutes total and 3 minutes per person. The Board may give direction to staff to respond to your concern.
3. You may also complete a "Request to Speak" card to address the Board on Agenda items.  
With regard to such agenda items, you may specify that agenda items on your "Request to Speak" card and you will be given an opportunity to speak for up to 3 minutes when the board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address and adhere to the limits set forth.

5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or majority of all, of the Board members shall be available for public inspection at 14271 Story Rd. San Jose, CA 95127, 252 Devonshire Blvd, San Carlos, CA 94070.
6. REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY: Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Alejandra Valladarez at (408)791-1609 Ex.1052
7. All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Executive Director recommends approval of all consent items.
8. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.
9. All time duration are estimates and may run shorter or longer.

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#### **Committee Members Present**

A. Miller (remote), D. Richards (remote), E. Lee, J. Quesada, V. Anonuevo

#### **Committee Members Absent**

*None*

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

E. Lee called a meeting of the Finance Committee Committee of Voices College-Bound Language Academies to order on Monday Dec 10, 2018 at 10:08 AM.

#### **C. Public Comment**

#### **D. Approve Order of Agenda**

D. Richards made a motion to approve order of agenda.

A. Miller seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### **Roll Call**

A. Miller      Aye

D. Richards   Aye

**Roll Call**

V. Anonuevo Aye  
M. Buerger Absent  
J. Quesada Aye  
E. Lee Aye

**II. Consent Item(s)**

**A. Approve October 2018 Meeting Minutes**

E. Lee made a motion to approve minutes from the Finance Committee Meeting on 10-31-18 Finance Committee Meeting on 10-31-18.

J. Quesada seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

M. Buerger Absent  
D. Richards Aye  
A. Miller Aye  
J. Quesada Aye  
E. Lee Aye  
V. Anonuevo Aye

**III. Committee Business: Discussion/Action Items**

**A. Financial Year to Date - October 2018**

Review of YTD statement of financial position and YTD statement of activities. Discussed appropriate categorization of account coding to support reporting as well as enrollment/ADA metrics.

**IV. Closing Items**

**A. Adjourn Meeting**

E. Lee made a motion to adjourn the meeting.

A. Miller seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

V. Anonuevo Aye  
M. Buerger Absent  
J. Quesada Aye  
A. Miller Aye  
E. Lee Aye  
D. Richards Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:55 AM.

Respectfully Submitted,  
E. Lee